



Strategic Sourcing Certificate Program Application

Applicant Name: _____ Title: _____
Agency: _____ Secretariat: _____
Work Address: _____
Work Phone Number: () - Email Address: _____

Please select the specific section you will be attending:

Section #	Module 1	Module 2	Module 3	Module 4	Module 5	Snow Day
Section 21 – Westfield, MA Western MA Hospital, Clark Building, 128 East Mountain Road	January 20	January 26	February 2	February 9	February 17	February 23
Section 22 – Boston, MA State Transportation Building, 10 Park Plaza	January 29	February 5	February 13	February 20	February 26	March 6

**Limited Registration: Based upon date of receipt of application and availability.*

PREREQUISITE: All participants in the SSCP are required to take OSD's "Essentials of State Procurement" as a prerequisite.

We would appreciate your candid response to the following questions:

1. Have you completed the prerequisite course "Essentials of State Procurement?"
☐ Yes If Yes, please list the date: ____/____/____
☐ No If No, please indicate date you will be attending: ____/____/____

2. Describe your professional experience working/conducting procurement and/or purchasing:

3. If applicable, please specify if you will need a Reasonable Accommodation.
☐ Hearing Impaired ☐ Mobility Impaired ☐ Vision Impaired ☐ Other

Accommodation: _____

Statement of Commitment (Required)

Please read and agree to the following statement of commitment:

I agree to participate in OSD's Strategic Sourcing Certificate Program and to attend all scheduled classes.

Applicant's Signature: _____ Date: ____/____/____

Agency/CPO Supervisor Commitment (Required)

I support the participation of _____ in OSD's Strategic Sourcing Certificate Program.
I will support the applicant as she/he completes all program requirements.

Supervisor Name (PRINT): _____

Supervisor Signature: _____ Date: ____/____/____

Agency CPO/Supervisor Name (PRINT): _____

Agency CPO/Supervisor Signature: _____ Date: ____/____/____

Fax completed application to: (617) 263-1081 / Operational Services Division, Attention: OSD Training or scan and email to osdtraining@state.ma.us.

Please note: The Strategic Sourcing Certificate Program consists of 5 one-day module courses. Once you are confirmed as a registered participant (**you will receive an enrollment confirmation from osdtraining@state.ma.us once your application has been processed**) for a specific section, you will be required to attend all modules to earn your certificate. Please ensure that your schedule allows for full day participation at ALL modules. Switching between sections is strongly discouraged and requires preapproval.